

Women's Wellness Connection Site Visit Prep Tool

Contact Information and Meeting Location			
Agency Name:			
On-Site Contact:			
Phone and e-mail:			
Meeting location (a conference room is preferable if possible):			
Meeting date/time:			
Site Visit Participants			
Participant Name	Title/Position with WWC	e-mail address	



Women's Wellness Connection

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You may respond to the following questions in bullet points if you prefer.

Program Status
Please describe three successes of your WWC program.
Please describe three challenges and proposed solutions/action steps for overcoming these challenges.
Describe your WWC eligibility screening and appointment scheduling process.
Please describe your patient tracking and recall system for clients with normal and abnormal results.



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Describe your eCaST data entry process.
What case management interventions have you employed for working with women in need of follow-up? Have some been more successful than others?
Describe your tobacco use assessment process and your QuitLine referral process.
Technical Assistance/Tools
Have you developed any tools for the program that have made your program successful? Would you be willing to share these tools with other WWC sites?



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A site visit is an opportunity to discuss your program and we want to structure your site visit based on your needs. Please select 2-3 topics would you like to address in depth during the site visit. Please note the appropriate staff at your agency should be present for this part of the site visit so we will work with you on the agenda and timing of topic discussions.

BCCP Medicaid
Billing systems and reimbursement
Budget tracking/management
Case management
Implementation of clinical guidelines
Community partnerships
Eligibility screening and enrollment
Health care reform
Improving program indicators
Leveraging of resources with Komen, community partners or other resources
Medical policies
Client tracking and reminder systems
Review performance indicators
Contract deliverables
Subcontracting
Use of eCaST reports
Other: